

# Rental Property Listing

Due by January 31, 2011

2011

## Brunswick County Tax Department

PO Box 269

Bolivia, NC 28422

(910) 253-2829 - FAX (910) 253-5809

<http://www.BrunswickCountyNC.gov/>

<b>For Tax Office Use Only</b>	Account		Abstract
Parcel ID	TWP	City	Note

Dear Rental Property Owner,

Enclosed is your rental property listing form for tax year 2011. As always, you have the option of choosing 5% of the house value or providing a fair market value of all the contents in the rental home(s).

Every four years, Brunswick County reappraises real property and 2011 happens to be a revaluation year. Therefore, we're unable to tell you what 5% of your house value is because the new values aren't yet known. You can request an extension until April 15, 2011 if you would like to know what your 5% value is. Please complete the **Rental Property Listing Extension Request** form on the back of this letter and return to me by USPS Mail, fax or e-mail back before January 31st to avoid any late penalties.

If you have chosen the 5% option in the past and want to elect that again, without knowing the new value, you can go ahead and complete your listing form and return it in the envelope provided. For those who elect to return a detailed listing of the contents, regardless of house value, you may go ahead and complete your listing form and return it to us.

Should you have any questions, please contact the business personal property division of the tax department at 910-253-2799 or 910-253-2579.

Thank you,

*Renee W. Adams*

Business Personal Property  
Supervisor

You may FAX this request to 910-253-5809 or email a scanned copy to  
[radams@brunsko.net](mailto:radams@brunsko.net).

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# Rental Property Extension Request

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## Brunswick County Tax Department

Attn: Business Personal Property

PO Box 269

Bolivia, NC 28422

Instructions: Please sign and return this Extension Letter by January 31, 2011 to request an extension for filing your Rental Property Listing form.

**Legal Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Phone:** \_\_\_\_\_

Please grant an extension to April 15th, 2011 for listing the above referenced Rental Property.

Thank You,

\_\_\_\_\_  
Owner's Signature and Date

You may FAX this request to 910-253-5809 or email a signed, scanned copy to  
[radams@brunsko.net](mailto:radams@brunsko.net).

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Parcel ID	TWP	City	Note

Business or Individual's Legal Name		
Mailing Address		
City	State	ZIP
Phone	FAX	

North Carolina General Statute 105-304 (f)(1) states, "Tangible personal property situated at or commonly used in connection with a temporary or seasonal dwelling owned or leased by the owner of the personal property is taxable at the place which the temporary or seasonal dwelling is situated." All furnishings must be listed; this includes stove, refrigerator, washer, dryer, etc. The taxpayer has the option to use 5% of the house value (doesn't include land), or provide a detailed fair market listing of furnishings. However the tax office will have the option to adjust the detailed fair market value, if your value seems unrealistic. A separate form must be completed for each property you own. Please be sure to sign, date and return this form to the Brunswick County Tax Assessor's Office **on or before January 31, 2011** or a late list penalty will be applied to your bill. **Note: This is not a bill; please don't enclose payment with this listing form.**

Beach House Name			Is this property used as a short-term rental (income producing) for any part of the year?  Yes O                      No O
Beach House Address			
City	State	ZIP	
Parcel ID:	Account Number:		
Email:		Property Website:	
Rental Agent:		Rental Website:	

You have the option to accept 5% of your "house" value only or provide a detail list of fair market value of your furnishings. Please indicate your selection below:

\_\_\_\_\_ **5% of House Value**  
This is the taxable value on which  
your tax bill will be based,  
**NOT the amount of tax due.**

\_\_\_\_\_ **Itemized Listing**  
Please Complete the  
**Itemized Rental Property Schedule**  
on the back

\_\_\_\_\_  
Signature and Date

**Note: This is not a bill; please don't enclose payment with this listing form.**



# Itemized Rental Property Schedule

Abstract: \_\_\_\_\_ Parcel ID: \_\_\_\_\_

**2011**

List or update the Fair Market Value for Personal Property for each of the following items/categories.

Item/Category	Fair Market Value (\$)	Item/Category	Fair Market Value (\$)
Stoves		Linens	
Refrigerators		Rugs & Area Carpets	
Freezers		Pictures/Frames/Mirrors	
Ice Makers		Deck & Patio Furniture	
Dishwashers		BBQ Grills	
Washer/Dryer		Pool Tables & Game Tables	
Microwaves		TV's, VCR's & DVD's	
Small Kitchen Appliances		Videos & Digital Discs	
Pots, Pans, Dishes, etc.		Entertainment Systems	
Cutlery & Utensils		Radios, CDs, Stereos, etc.	
Vacuum Cleaners		Video Games	
Irons & Ironing Boards		Computers, Printers & Software	
Trash Compactor		Phone/Answering Machine	
Beds & Bedroom Furniture		Sports Equipment	
Dining Room Furniture		Bicycles, Toys & Games	
Sofas, Chairs & Stools		Fishing Gear	
Coffee & End Tables		Outdoor Decorations	
Lamps		Window A/C	
Drapes/Blinds/Curtains		Hot Tubs	
Golf Carts		Other:	
Total			

I hereby certify that the information and valuation stated above by me are true, correct and complete to the best of my knowledge and belief. If prepared by someone other than the owner, their declaration is based on all information of which they have any knowledge.

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Owner's Signature and Date